

A. G. Contract No. KR96 1687TRN  
ADOT ECS File: JPA 96-107  
Project: CM-900-0(145)/H4377 01X  
Section: FY96 - 97 Regional  
Rideshare Program

**INTERGOVERNMENTAL AGREEMENT**

**BETWEEN**

**THE STATE OF ARIZONA**

**AND**

**MARICOPA COUNTY**

**REGIONAL PUBLIC TRANSPORTATION AUTHORITY**

THIS AGREEMENT is entered into 13 SEPTEMBER, 1996, pursuant to Arizona Revised Statutes Section 11-952 through 11-954 as amended, between the STATE OF ARIZONA, acting by and through its DEPARTMENT OF TRANSPORTATION (the "State") and the REGIONAL PUBLIC TRANSPORTATION AUTHORITY, acting by and through its Executive Director (the "RPTA").

**I. RECITALS**

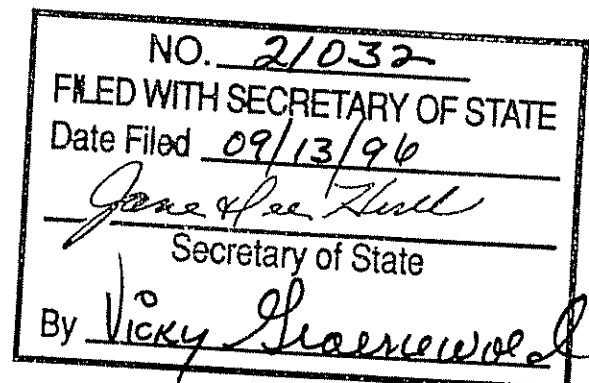
1. The State is empowered by Arizona Revised Statutes Section 28-108 and 28-112 to enter into this agreement and has by resolution, a copy of which is attached hereto and made a part hereof, resolved to enter into this agreement and has delegated to the undersigned the authority to execute this agreement on behalf of the State.

2. The RPTA is empowered by Arizona Revised Statutes Section 28-2512, 28-2513 and 28-2611 to enter into this agreement and has authorized the undersigned to execute this agreement on behalf of the RPTA.

3. The Federal Intermodal Surface Transportation Efficiency Act of 1991 has made funds available to the State for the use of RPTA for the regional rideshare program. The State and the RPTA desire to define their respective responsibilities relating to the transfer of up to \$394,000.00 thru the State to the RPTA and the expenditure thereof for the regional rideshare program.

THEREFORE, in consideration of the mutual agreements expressed herein, it is agreed as follows:

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## II. SCOPE

### 1. The State will:

Provide the RPTA federal Congestion Mitigation and Air Quality (CMAQ) funds in the amount of up to \$394,000.00, on a monthly cost reimbursement basis for activities performed relating to the Regional Rideshare program.

### 2. The RPTA will:

a. Apply funding to project work activities in strict accordance with applicable Federal and State laws, rules and regulations.

b. Issue requests for proposals, and hire consultants as required to perform related work activities. Conduct related work activities generally in accordance with Attachment A, which is incorporated herein and made a part hereof. Be responsible for any consultant claims for extra compensation.

c. Invoice the State for reimbursement no more often than monthly, supported by narrative reports, in a total amount not to exceed \$394,000.00.

## III. MISCELLANEOUS PROVISIONS

1. The only interest of the Arizona Department of Transportation in this agreement is to convey federal pass through funds for the use and benefit of the RPTA by reason of State and Federal law under which funds for the activities are authorized to be expended.

2. This agreement shall remain in force and effect until completion of said activities and reimbursements; provided, however, that this agreement may be cancelled at any time prior to the commencement of performance, upon thirty (30) days written notice to the other party.

3. Should the work contemplated under this agreement be completed at a lower cost than the reimbursed amount, or for any other reason should any of these funds not be expended, a proportionate amount of the funds provided shall be reimbursed to the State.

4. This agreement shall become effective upon filing with the Secretary of State.

5. This agreement may be cancelled in accordance with Arizona Revised Statutes Section 38-511.

6. The provisions of Arizona Revised Statutes Section 35-214 are applicable to this contract.

7. In the event of any controversy which may arise out of this agreement, the parties hereto agree to abide by required arbitration as is set forth in Arizona Revised Statutes Section 12-1518.

8. All notices or demands upon any party relating to this agreement shall be in writing and shall be delivered in person or sent by mail addressed as follows:

Arizona Department of Transportation  
Joint Project Administration  
205 South 17 Avenue, Mail Drop 616E  
Phoenix, AZ 85007


Regional Public Transportation Authority  
Executive Director  
302 N. 1st Avenue Suite 700  
Phoenix, AZ 85003

9. Attached hereto and incorporated herein is the written determination of legal counsel that the parties are authorized under the laws of this State to enter into this agreement and that the agreement is in proper form.

IN WITNESS WHEREOF, the parties have executed this agreement the day and year first above written.

REGIONAL PUBLIC  
TRANSPORTATION AUTHORITY

STATE OF ARIZONA  
Department of Transportation

By   
G. KENNETH DRIGGS  
Executive Director

By   
JAY KLAGGE, Director  
Transportation Planning

BE IT RESOLVED on this day, that I, the undersigned G. Kenneth Driggs, as Executive Director of the Regional Public Transportation Authority, have determined that it is in the best interests of the Regional Public Transportation Authority, to enter into an agreement with the Arizona Department of Transportation, Highways Division, for the purpose of defining responsibilities for the FY 96-97 Clean Air Campaign.


Dated this 4th, day of September 1996

By: G. Kenneth Driggs  
G. Kenneth Driggs  
Executive Director  
Regional Public Transportation Authority

RESOLUTION

BE IT RESOLVED on this 26th day of July 1996, that I, the undersigned LARRY S. BONINE, as Director of the Arizona Department of Transportation, have determined that it is in the best interests of the State of Arizona that the Department of Transportation, acting by and through the Highways Division, to enter into an agreement with with the Maricopa County Regional Public Transportation Authority for the purpose of defining responsibilities for conducting the FY96 - 97 Regional Rideshare program.

Therefore, authorization is hereby granted to draft said agreement which, upon completion, shall be submitted to the Transportation Planning Director for approval and execution.


  
for LARRY S. BONINE  
Director

JPA 96-107

APPROVAL OF THE MARICOPA COUNTY  
REGIONAL PUBLIC TRANSPORTATION AUTHORITY ATTORNEY

I have reviewed the attached proposed intergovernmental agreement, between the DEPARTMENT OF TRANSPORTATION, HIGHWAYS DIVISION, and the REGIONAL PUBLIC TRANSPORTATION AUTHORITY and declare this agreement to be in proper form and within the powers and authority granted to the Authority under the laws of the State of Arizona.

DATED this 14 day of August, 1996.



## **RIDESHARING/TRAVEL DEMAND MANAGEMENT**

### **OBJECTIVE**

As part of a regional balanced transportation system that responds to diverse, changing travel demands and land use patterns in a rapidly growing area, the Regional Ridesharing Program is coordinated with employers, local jurisdictions and the general public; Capitol Rideshare is coordinated with state employees to encourage commuters to use a variety of options to the single occupant vehicle; and the Trip Reduction Program is coordinated with about 1,285 employers which must comply with TRP requirements.

### **PRODUCTS**

#### **1. Regional Ridesharing**

##### **A. Commute Matching and Computer Programming Needs**

Rideshare provides commuters interested in carpooling, vanpooling and bicycling with matchlists that include a list of names of others with similar home and work locations and similar work hours. In 1995, an RFP to purchase a new state-of-the-art GIS based matching system was issued. In the second quarter of 1996, a new matching program called GeoMatch will be installed by Ecotek.

In coordination with MAG, a geo-based software system (MapInfo) has been implemented which utilizes employee survey data from the Trip Reduction Program for employer TRP planning and transit planning. Several other databases were enhanced in 1995 that will help track and analyze the effectiveness of TRP programs and strategies. During FY 1996, TRP will complete its assessment of future software needs for managing the growing amount of data and will purchase updated software to ensure that the data compiled continues to be managed and retained in the most effective manner possible.

##### **B. Vanpooling**

RPTA provides a turnkey vanpool program to interested commuters which is provided by a third party contractor. Through this program, individual vanpool groups receive the van, insurance, maintenance and ridership recruitment assistance. Riders pay a monthly fare to offset some of the costs and drivers ride free. Last year, 36 new vanpools were formed with 105 vanpools operating in December 1995. It is expected that growth will continue in 1996 up to an additional 30 vanpools.

##### **C. Increased Awareness on Commute Alternatives**

RPTA develops various educational and promotional materials for employers and their employees on commute alternatives including carpooling, vanpooling, bus riding, bicycling and walking. Promotional events designed to help encourage trial use of alternatives are sponsored through the Clean Air Campaign and on-going media relations will emphasize employer programs and individual participation in alternative transportation modes or alternative work schedules such as compressed work weeks or telecommuting. Advertising messages encourage increased use of alternative modes of transportation.

**2. Trip Reduction Program**

Maricopa County administers the Trip Reduction Program (TRP) and RPTA is on contract with the County to assist employers in developing transportation programs for their employees which are designed to meet the requirements of the TRP.

State air quality legislation passed in 1994 required Maricopa County to adopt a new TRP ordinance, which requires employers of 50 or more employees to participate in the TRP. This legislation became effective in early FY 1995. Currently, 1,285 employers participate in the program, encompassing over 2,400 work sites and 562,000 employees and students.

**A. Employer Transportation Programs**

The County notifies the employers of their responsibilities, schedules them to comply with the various tasks under the ordinance, and monitors and enforces the program requirements. RPTA provides assistance through formal training workshops and individualized consultation services for employers involved in TRP. RPTA also assists other employers not in the TRP program with commute alternative services.

**B. Assistance to Transportation Management Associations (TMA)**

RPTA provides assistance to the fourteen (14) existing TMAs and to other employers interested in forming TMAs. Two of the TMAs are fee-based and formally incorporated, with the remainder being informal networking groups which meet on a regular basis to work on joint projects, but do not pay dues or have paid staff. Through these associations, employers share resources to promote alternative mode use, improve mobility, or implement trip reduction programs in their local areas. These employer groups involve over 335 employers and about 150,000 employees.

**C. Capitol Rideshare Program**

The Capitol Rideshare Program encourages state employees in Maricopa County to use alternate modes of transportation through education and incentives. Capitol Rideshare conducts the annual trip reduction survey for state employees, oversees the state's participation in the Clean Air Campaign, administers a benefits package for state employees who use alternate modes twice a week, produces bi-monthly publications and semi-annual payroll stuffers encouraging alternate mode usage and provides state employees with matching services using a computer terminal networked with the RPTA's GeoMatch system.

**3. Technological Approaches to Travel Reduction**

The MAG Electronic Highway Users Group (EHUG) was formed by the Regional Council in September 1994 to enhance interagency communication and facilitate the exchange of land use and transportation data via a wide area network. At its February meeting, the EHUG adopted the following statement of purpose: To encourage the development and maintenance of telecommunications infrastructures and applications which increase the efficiency of government operations, improve access to public information, and expedite the delivery of government services in Maricopa County. Electronic Highway Work Element 604.46 addresses the overall mission of the EHUG.

One specific EHUG objective is to explore and evaluate technological approaches to employee travel reduction, including increased use of telecommuting and video teleconferencing. Because telecommunications technology and market conditions are complex and changing so rapidly, MAG needs contractor assistance in developing a Five Year Plan for Implementing Electronic Highway Infrastructure and Information Services (EHIS). This plan will focus on identifying the policies, standards and projects needed to position the region to exploit emerging communications technologies, with special emphasis on travel reduction opportunities. MAG will utilize CMAQ funds to contract for the preparation of the EHIS plan.



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## **CATEGORY 600 - TRANSPORTATION**

### **Subcategory 604 - Implementation**

**Work Element 604.40**

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#### **PREVIOUS AND ON-GOING WORK**

The Regional Ridesharing Program is sponsored by the Maricopa Association of Governments and has been operated by the Regional Public Transportation Authority since 1986. The program has been functioning for over a decade, having been administered by the City of Phoenix Public Transit Department between 1981 and 1986 and by Valley Forward, a private organization of Phoenix area businesses prior to that time.

When RPTA contracted with MAG to operate the program, it expanded the scope of the program and increased the staff. Initially, a two year \$500,000 Exxon Restitution grant was obtained from the Arizona Energy Office, along with an allocation of \$120,000 from the Federal Aid Urban Systems (FAUS) fund.

The Regional Ridesharing Program and RPTA's TRP services now operates with a staff of 15, which includes 11 RPTA staff and 4 contractors as well as administrative support from other RPTA staff. Other funding sources that have augmented the program's outreach include: a grant from Maricopa County (with Arizona Department of Environmental Quality funds) for \$409,000 to conduct the Clean Air Campaign and TRP activities and a smaller grant from the Arizona Department of Transportation to supplement funds for the Clean Air Campaign.

There have also been hundreds of thousands of dollars spent or donated by the private sector to promote various rideshare activities, both through internal rideshare promotions and public awareness activities such as the Clean Air Campaign.

The Capitol Rideshare Program has been serving state employees since 1983. Originally funded by the Arizona Department of Transportation, it is now funded jointly by MAG using CMAQ funds, by ADOT, the Department of Administration and by the Department of Commerce Energy Office. Capitol Rideshare originated as a program to educate state employees on the benefits of alternate mode usage and oversee the state's rideshare parking program, and has since expanded into other areas. Capitol Rideshare was recently transferred to the Arizona Department of Administration. For FY 1997, the anticipated budget is \$681,000.

#### **ANTICIPATED IMPACT**

Reductions in the use of single-occupant vehicles resulting in fuel conservation and reductions in air pollution and traffic congestion are anticipated. Market research conducted for the Clean Air Campaign has shown that on average, over the past year of the tracking survey, 33% of commuters reported using an alternate mode of transportation at least once a week, up from 31% in 1994. When alternate schedule "non-trips" are added, 41% do not drive alone.

In total, approximately 5 million vehicle miles (approximately 20% of the total possible vehicle miles) were saved or not driven daily in the spring of 1995. At 25 miles per pound of pollution, this translates to a release of 200,000 fewer pounds of pollution each day or 30,000 tons of pollution each year.

Statistics from the TRP Program also indicate a similar trend of increased use of alternate modes. Carpool, vanpool and compressed work week trips substantially increased. Carpool trips increased from 13.42% in program year one to 15.49% in program year 5. Vanpool trips increased 89% since the first program year. Compressed work week trips not-taken has increased from 27,978 in the third program year to 53,255 trips not taken by the fifth program year.

The Capitol Rideshare data has also shown increases in participation including twenty-seven percent (27%) participation increase in the first Challenge of the 1995-96 Clean Air Campaign over 1994-95. Bus ridership, during the first three months of the second year of Bus Card Plus, is thirty two and one half percent (32.5%) higher than the same period last year.

Implementation of the MAG EHIIS Plan is expected to increase the level of telecommuting and teleconferencing by local government employees. This will reduce peak and off-peak traffic in city and town centers throughout the region.

**TASKS**

1. Continue to develop and expand employer-sponsored rideshare programs for employers with 50 or more employees, who are participating in the mandatory Trip Reduction Program. The goal of the program is to reduce single occupant trips or miles traveled to the work site by 10 percent each year. This represents over 1,285 clients with continued growth up toward 2,400. Tasks include:
  - Administration of the program (County),
  - Enforcement and monitoring (County),
  - Data collection and management, and reporting (County),
  - TRP survey processing and analysis (County),
  - TRP plan review and approval (County),
  - Formal training workshops (RPTA),
  - Technical assistance to individual employers in the development of their TRP plans (RPTA and County),
  - Providing information and materials on TRP strategies (RPTA)
  - On-site assistance to individual employers with implementing strategies or incentive programs for their TRP plans (RPTA). (51%)
2. Conduct a year-round community awareness program. Several events will occur in the winter months designed to encourage "trial" use of alternative modes of transportation. Provide on-going public relations to garner media attention of TRP and rideshare program activities. Conduct an advertising campaign that increases awareness and participation. (8%).
3. Expand the third party vanpool program. The emphasis will be to encourage formation of vanpools through employer promotions, subsidies by employers and group meetings at the worksite. The goal for 1996-97 will be to have up to 130 vanpools operating at the end of the year. (2%)
4. Provide a new matching service to commuters and off-site computer users, which includes about six off-site users including the Capitol Rideshare Program. Maintain an update process to ensure the quality control of the lists and acquire a GIS-based state-of-the-art program. (2%)
5. Utilize the geo-based mapping system (MapInfo) to assist employer-clients in analyzing their transportation options for their employees. Data from MapInfo will also provide data for transit, bus, and alternate mode planning. (1%)
6. Coordinate with other agencies or organizations on measures that may impact the potential for ridesharing including HOV priority treatment, transit, parking or zoning issues, and new development. (1%)
7. Work with interested employers in the development of new Transportation Management Associations (TMA) and support the existing TMAS. (3%)
8. Continue to expand the outreach of the rideshare program to the development community, building management associations, large multi-tenant buildings and clusters of small businesses. (1%)
9. Provide additional promotional and informational materials for employers and the general public regarding different commute alternatives including development of a commuter benefits package for all TRP employers in coordination with the State Capital Rideshare Program. (3%)
10. Provide input for the integration of MAG plans. This integration will include such issues as air quality, high occupancy vehicle lanes and facilities, traffic management and travel demand management strategies. (1%)

**CATEGORY 600 - TRANSPORTATION****Subcategory 604 - Implementation****Work Element 604.40**

11. Provide funding (\$45,000) for the printing of an updated public information map showing existing and proposed bicycle routes. This map will be developed under work element 606.54. (1%)
12. Continue to maintain and develop the state's Capitol Rideshare Program including:
  - Commuter club benefits package
  - Publications and payroll enclosures
  - Network of coordinators
  - Trip reduction and clean air program activities
  - Telecommuting program.
  - Multimodal planning activities (pedestrian, bicycle planning, etc.) for the state employees and the capitol complex. (21%)
13. Implement a telecommuting demonstration program that will include enhanced training and support to employers involved in the Trip Reduction Program and a shared office trading pilot project. (3%)
14. Develop an Electronic Highway Infrastructure and Information Services Plan for the MAG region. (2%)

**MAG FY 1997 WORK PROGRAM\*\***

Source	Amount	Agency	Cost
FHWA CMAQ Funds .....	\$1,505,000	MAG Rideshare .. CMAQ .....	\$ 66,000
ADOT Funds .....	80,000	RPTA Rideshare . CMAQ .....	394,000
Arizona Energy Office Funds .....	68,000	County TRP .....	CMAQ .....
Arizona Dept. of Administration ....	360,000	.....	ADEQ .....
ADEQ Air Quality Grant Funds .....	948,575	RPTA Clean Air ADOT/SPR .....	35,000*
		Capitol Rideshare ... CMAQ .....	135,000
		.....	ADOT .....
		.....	AEO .....
		.....	ADOA .....
	\$2,961,575		\$2,961,575

- \* This ADOT/SPR funding has not been approved.

**CATEGORY 600 - TRANSPORTATION**

Subcategory 604 - Implementation

Work Element 604.40

**RIDESHARING/TRAVEL DEMAND MANAGEMENT****OBJECTIVE**

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**PRODUCTS****1. Regional Ridesharing****A. Commute Matching and Computer Programming Needs**

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**CATEGORY 600 - TRANSPORTATION**  
**Subcategory 604 - Implementation**

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**Work Element 604.40**

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## **CATEGORY 600 - TRANSPORTATION**

### **Subcategory 604 - Implementation**

Work Element 604.40

#### **PREVIOUS AND ON-GOING WORK**

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#### **ANTICIPATED IMPACT**

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Implementation of the MAG EHIIS Plan is expected to increase the level of telecommuting and teleconferencing by local government employees. This will reduce peak and off-peak traffic in city and town centers throughout the region.

**CATEGORY 600 - TRANSPORTATION**  
**Subcategory 604 - Implementation**

Work Element 604.40

**TASKS**

1. Continue to develop and expand employer-sponsored rideshare programs for employers with 50 or more employees, who are participating in the mandatory Trip Reduction Program. The goal of the program is to reduce single occupant trips or miles traveled to the work site by 10 percent each year. This represents over 1,285 clients with continued growth up toward 2,400. Tasks include:
  - Administration of the program (County),
  - Enforcement and monitoring (County),
  - Data collection and management, and reporting (County),
  - TRP survey processing and analysis (County),
  - TRP plan review and approval (County),
  - Formal training workshops (RPTA),
  - Technical assistance to individual employers in the development of their TRP plans (RPTA and County),
  - Providing information and materials on TRP strategies (RPTA)
  - On-site assistance to individual employers with implementing strategies or incentive programs for their TRP plans (RPTA). (51%)
2. Conduct a year-round community awareness program. Several events will occur in the winter months designed to encourage "trial" use of alternative modes of transportation. Provide on-going public relations to garner media attention of TRP and rideshare program activities. Conduct an advertising campaign that increases awareness and participation. (8%).
3. Expand the third party vanpool program. The emphasis will be to encourage formation of vanpools through employer promotions, subsidies by employers and group meetings at the worksite. The goal for 1996-97 will be to have up to 130 vanpools operating at the end of the year. (2%)
4. Provide a new matching service to commuters and off-site computer users, which includes about six off-site users including the Capitol Rideshare Program. Maintain an update process to ensure the quality control of the lists and acquire a GIS-based state-of-the-art program. (2%)
5. Utilize the geo-based mapping system (MapInfo) to assist employer-clients in analyzing their transportation options for their employees. Data from MapInfo will also provide data for transit, bus, and alternate mode planning. (1%)
6. Coordinate with other agencies or organizations on measures that may impact the potential for ridesharing including HOV priority treatment, transit, parking or zoning issues, and new development. (1%)
7. Work with interested employers in the development of new Transportation Management Associations (TMA) and support the existing TMAS. (3%)
8. Continue to expand the outreach of the rideshare program to the development community, building management associations, large multi-tenant buildings and clusters of small businesses. (1%)
9. Provide additional promotional and informational materials for employers and the general public regarding different commute alternatives including development of a commuter benefits package for all TRP employers in coordination with the State Capital Rideshare Program. (3%)
10. Provide input for the integration of MAG plans. This integration will include such issues as air quality, high occupancy vehicle lanes and facilities, traffic management and travel demand management strategies. (1%)

**CATEGORY 600 - TRANSPORTATION****Subcategory 604 - Implementation****Work Element 604.40**

11. Provide funding (\$45,000) for the printing of an updated public information map showing existing and proposed bicycle routes. This map will be developed under work element 606.54. (1%)
12. Continue to maintain and develop the state's Capitol Rideshare Program including:
  - Commuter club benefits package
  - Publications and payroll enclosures
  - Network of coordinators
  - Trip reduction and clean air program activities
  - Telecommuting program.
  - Multimodal planning activities (pedestrian, bicycle planning, etc.) for the state employees and the capitol complex. (21%)
13. Implement a telecommuting demonstration program that will include enhanced training and support to employers involved in the Trip Reduction Program and a shared office trading pilot project. (3%)
14. Develop an Electronic Highway Infrastructure and Information Services Plan for the MAG region. (2%)

**MAG FY 1997 WORK PROGRAM\*\***

Source	Amount	Agency	Cost
FHWA CMAQ Funds .....	\$1,505,000	MAG Rideshare .. CMAQ .....	\$66,000
ADOT Funds .....	35,000	RPTA Rideshare . CMAQ .....	394,000
Arizona Energy Office Funds .....	68,000	County TRP .....	CMAQ .....
Arizona Dept. of Administration .....	360,000	.....	ADEQ .....
ADEQ Air Quality Grant Funds .....	948,575	.....	948,575
		RPTA Clean Air ADOT/SPR .....	35,000*
		Capitol Rideshare ... CMAQ .....	135,000
		.....	AEO .....
		.....	ADOA .....
			360,000
	2,916,575		2,916,575

This ADOT/SPR funding has not been approved.





STATE OF ARIZONA

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GRANT WOODS  
ATTORNEY GENERAL

### INTERGOVERNMENTAL AGREEMENT DETERMINATION

A.G. Contract No. KR96-1687-TRN, an agreement between public agencies, has been reviewed pursuant to A.R.S. § 11-952, as amended, by the undersigned Assistant Attorney General who has determined that it is in the proper form and is within the powers and authority granted to the State of Arizona.

No opinion is expressed as to the authority of the remaining parties, other than the State or its agencies, to enter into said agreement.

DATED this 10th day of September, 1996.

GRANT WOODS  
Attorney General

A handwritten signature in black ink, appearing to read "James R. Redpath", is written over a horizontal line.

JAMES R. REDPATH  
Assistant Attorney General  
Transportation Section

JRR:lsr  
[1007]